

# **GRANADA SANITARY DISTRICT**

## **OF SAN MATEO COUNTY**

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### **MINUTES**

### **BOARD OF DIRECTORS**

### **SPECIAL and REGULAR MEETINGS**

### **September 20, 2007**

**CALL SPECIAL MEETING TO ORDER:** The Special Meeting of the Board of Directors of the Granada Sanitary District was called to order by President Woren at 6:35 p.m.

**ROLL CALL:** Attending Directors: President Leonard Woren, Vice President Fran Pollard, Secretary Ric Lohman, Treasurer Gael Erickson, and Board Member Matthew Clark.

Attending staff: General Manager Chuck Duffy, Administrator Delia Comito, and District Counsel Jonathan Wittwer.

#### **ADJOURN TO CLOSED SESSION**

- 1. Conference with Legal Counsel – Anticipated Litigation (Government Code Section 54956.9(c), three potential cases).**
- 2. Conference with Real Property Negotiator, Chuck Duffy (Government Code Section 54956.8).**  
Negotiating parties: San Mateo County Harbor District and Granada Sanitary District, property under negotiation: APN 047-262-010.

#### **RECONVENE TO OPEN SESSION**

District Counsel Jonathan Wittwer announced there was no reportable action taken in Closed Session.

#### **ADJOURN SPECIAL MEETING**

The Special Meeting was adjourned until the end of the Regular Meeting.

**CALL REGULAR MEETING TO ORDER:** The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order by President Woren at 7:44 p.m.

#### **GENERAL PUBLIC PARTICIPATION**

None.

## **ACTION AGENDA**

**1. Presentation by County Emergency Services to Discuss Mid-Coastside Disaster Preparedness.**

Mr. Bill Callahan from the County of San Mateo Emergency Services division provided the Board with an overview of the County's disaster preparedness plan.

**2. Presentation by Cal-Fire on Recent Fire District Consolidation and Related Matters.**

Captain John Ferreira from Cal Fire provided the Board with an overview of the fire protection and safety services Cal Fire would be providing on the Mid-Coastside.

**3. Consideration of Ordinance Code Revision for Connection Fees Refunds.**

This item was tabled at the recommendation of staff pending a review of the proposed ordinance with District Bond Counsel Jerry Laster.

**4. Consideration of Request for Refund of Connections Fees paid by the San Mateo County Harbor District (Permit #3051).**

This item was tabled pending resolution of the issues outlined in the item above.

**5. Consideration of Market Rental Value Adjustment for District Office Lease effective on December 1, 2007**

**ACTION:** Director Pollard moved to authorize the General Manager to sign the Option to Extend for the district office lease based on the cost of living escalators outlined in the document. (Pollard/Erickson). Approved 5-0.

**6. Consideration of California Special Districts Association 2007 Board Election.**

**ACTION:** Director Pollard moved to cast the District's vote for Kathryn Slater-Carter to serve as the representative to the CSDA Board of Directors for Seat B, Region 3. (Pollard/Clark). Approved 5-0.

**7. Consideration of Authorizing Bids for The Alameda & Avenue Cabrillo Sewerline Replacement and Manhole Repair Project, and Approval of the Related CEQA Notice of Exemption.**

General Manager Chuck Duffy provided an overview of the proposed project, which would replace several aging sewer mains in need of replacement. President Woren stated that he would like the plans and specifications revised to add a conduit in the sewer main trench to allow for future use of the conduit for fiber optic cables. Chuck Duffy responded that he believed there were too many unknowns concerning the specifications for the conduit to make it a practicable addition, but he would discuss the issue further with the District Engineer. District Counsel Wittwer will also investigate whether the District is allowed to place empty conduit within the County road right of way.

## **CONSENT AGENDA**

Director Pollard requested that Item 8 be held for discussion.

9. **Approval of September 2007 warrants totaling \$154,706.16 (Checks 2884-2915).**
10. **Approval of Assessment District Administrative Costs Fund distribution #03-07/08 totaling \$5,582.48.**
11. **Approval of August 2007 Financial Statements.**
12. **Formation of Ad Hoc Committee to Discuss Wet Weather Overflow Management** (Confirmation of appointment of Directors Woren and Lohman to the committee).

**ACTION:** Director Clark moved to approve Consent Agenda Items 9-12. (Clark/Lohman). Approved 5-0.

8. **Approval of Regular Meeting minutes for August 16, 2007.**

Director Pollard requested that Item 2 of the minutes be amended to read in part "...as well as disagreements with assumptions made on permitting issues, timelines, *and costs*...".

**ACTION:** Director Lohman moved to approve Consent Agenda Item 8 as amended above. (Lohman/Clark). Approved 5-0.

#### **DIRECTORS' COMMENTS AND COMMITTEE REPORTS**

13. **Sewer Authority Mid-Coastside.**

Directors Lohman and Woren reported on the SAM Board meeting. There was a good deal of discussion at the SAM meeting concerning perceived discrepancies and inaccuracies in the wet weather management project report prepared by Carollo Engineers. The SAM Board was also looking for direction to form a committee to discuss the wet weather project. General Manager Chuck Duffy again strongly suggested that the best course of action was to have the various agency's staff meet to review the reports and plans to attempt to gain staff consensus prior to providing it to the various boards and councils for consideration. The GSD Board agreed with this approach, and the committee members will propose this course of action at the next SAM meeting. Finally, President Woren again stated his displeasure that SAM had such a large balance in their checking account, which equated to approximately \$1,000,000 in checking which was not earning any interest.

14. **Report on other seminars, conferences, or committee meetings.**

#### **INFORMATION CALENDAR**

15. **Attorney's Report.**

16. **Treasurer's Report.**

**17. General Manager's Report.**

- a. Update on parks and recreation survey – Chuck Duffy reported that he would like the parks and recreation ad-hoc committee to participate in a conference call with the polling company to discuss the questions which need to be included in any poll.

**18. Administrator's Report**

**19. Engineer's Report.**

- a. Update on Naples Beach Pump Station/Medio Creek Bridge Project – The General Manager reported that he was having difficulty obtaining the easements necessary for the preferred force main alignment in Washington Boulevard. Because of this, the District Engineer will be researching alternative alignments for the force main.

**FUTURE AGENDA ITEMS**

**ADJOURN REGULAR MEETING**

The Regular Meeting was adjourned at 9:21 p.m.

**ADJOURN TO CLOSED SESSION**

**RECONVENE TO OPEN SESSION**

District Counsel Jonathan Wittwer announced there was no reportable action taken in Closed Session.

**ADJOURN SPECIAL MEETING**

The Special Meeting was adjourned at 9:43 p.m.

SUBMITTED BY:

APPROVED BY:

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Chuck Duffy, General Manager

\_\_\_\_\_  
Ric Lohman, Secretary

Date Approved: October 18, 2007